

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

March 27, 2023

6:00 P.M.

Metro Parks Headquarters

4702 S 19th St.

Tacoma, WA 98405

Or

Join Remotely

Via Telephone: 1-253-215-8782

Enter Meeting ID: 868 3358 3148

Participant ID: no ID needed just press #

Join Zoom Meeting

<https://us06web.zoom.us/j/86833583148>

MEETINGS ARE RECORDED
AND MAY BE HEARD UPON REQUEST

COMMISSIONERS

ANDREA SMITH, PRESIDENT

AARON POINTER, CLERK

TIM REID

ROSIE AYALA

MICHAEL LIANG

5:30 P.M. **STUDY SESSION**
2023 BOND SALE BRIEFING FROM BOND COUNSEL AND KEYBANC

6:00 P.M. **CALL TO ORDER**

ROLL CALL

FLAG SALUTE

SPECIAL PRESENTATIONS

PRESIDENT'S REPORT

STANDING COMMITTEE & COMMISSION REPORTS

"Park District meeting sites are accessible to people who require special accommodations, please contact 305-1091 48 hours prior to the meeting time."



EXECUTIVE DIRECTOR'S REPORT**REGULAR MEETING****COMMUNITY COMMENTS**

Community comment is encouraged to be submitted in advance of the meeting in written form. Please submit written comments to the Board by 4 p.m. on March 27, 2023 by e-mailing them to jenniferb@tacomaparks.com. Comments will be compiled and sent to Board members in advance of the meeting. Comments may also be left on voicemail at 253-305-1091 by 4 p.m. on March 27, 2023. Verbal comments will also be allowed during the meeting both in-person and remotely. To request to speak during community comments, please press the Raise Hand button near the bottom of your Zoom window or *9 on your phone. All speakers will have up to three minutes to speak.

MINUTES

(5-10) MINUTES OF THE MARCH 13, 2023 REGULAR BOARD MEETING

CONSENT AGENDA

(11-14) **RESOLUTION NO. C26-23**: APPOINTING MEMBER TO THE BUSINESS & RESPONSIVE AGENCY ADVISORY COUNCIL
(Contact: Debbie Russell, Director of Business Administration & Planning)

REGULAR AGENDA**PURCHASING RESOLUTIONS**

(Requiring one reading for adoption)

- (15-20) **RESOLUTION NO. P27-23**: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA
1. SITECRAFTING INC. FOR WEBSITE UPGRADES & IMPROVEMENTS, EMERGENCY REPAIRS, AND HOSTING, INCREASING THE CURRENT CONTRACT IN THE AMOUNT OF \$130,000
(Contact: Debbie Russell, Director of Business Administration & Planning)
 2. TITUS-WILL FOR FLEET VEHICLES IN THE AMOUNT OF \$150,000
(Contact: Mark Knowlden, Interim Director of Parks and Recreation)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

(21-24) **RESOLUTION NO. PW28-23**: POINT DEFIANCE MARINA FACILITY MAJOR RENOVATIONS RFQ #J2015-12 WSP CONTRACT AMENDMENT
(Contact: Debbie Russell, Director of Business Administration & Planning)

SINGLE READING RESOLUTIONS

(Requiring one reading for adoption)

(25-32) **RESOLUTION NO. R24-23**: DE-ACCESSIONING AND SURPLUSING ITEMS FROM THE FORT NISQUALLY COLLECTION
(Contact: Mark Knowlden, Interim Director of Parks and Recreation)

(33-36) **RESOLUTION NO. R29-23:** PERFORMANCE REVIEW AND UPDATE TO EMPLOYMENT AGREEMENT FOR THE EXECUTIVE DIRECTOR
(Contact: President Smith)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

FIRST READINGS:

(Requiring two readings for adoption)

UNFINISHED BUSINESS

NEW BUSINESS

BOARD COMMENTS

ADJOURNMENT

UPCOMING BOARD MEETINGS

March 29, 2023	Capital Improvement Committee	5:30 PM	District Headquarters
April 10, 2023	Regular Park Board Meeting	6:00 PM	District Headquarters
April 12, 2023	Capital Improvement Committee	5:00 PM	District Headquarters
April 17, 2023	Committee of the Whole	5:30 PM	District Headquarters

*Remote Option meeting details can be found on the Metro Parks Website www.metroparkstacoma.org

*Committee Meetings are subject to change - please check the Metro Parks Website, www.metroparkstacoma.org for the most up to date meeting schedules.





**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
MARCH 13, 2023**

PRESENT: Andrea Smith, President
Aaron Pointer, Clerk
Tim Reid
Michael Liang

EXCUSED: Rosie Ayala

IN THE CHAIR: Andrea Smith

PLACE: MPT Headquarters, 4702 S. 19th St. Tacoma, WA

STUDY SESSION TACOMA PARKS FOUNDATION REPORT OUT

Teri Moore, Executive Director of the Tacoma Parks Foundation was introduced. Ms. Moore commented on the new mission, vision and values of the Foundation: *We cultivate a community invested in providing parks and recreation access for all. And Plentiful, equitable access to nature, play and recreation in Tacoma.*

Ms. Moore spoke about the new name and brand refresh of the foundation including the new website.

Ms. Moore then commented on examples of support for 2022 as follows:

- Beyond the Bell/Club Beyond administration
- Ruston Way Site Furnishings
- Memorial Bench Program
- McCarver and Wright Park playground improvements
- Fore Eastside Golf Tournament
- Youth programming (late night, summer playground, Eastside)
- Athletic Equipment
- Swan Creek Dog Park Opening
- Melanie's Park donor stewardship
- Levy Lid Lift contribution
- 2022 Distribution Total \$1,208,452.26

Ms. Moore commented that the Foundation is planning the following for 2023:

- Ruston Way Site Furnishings Celebration
- 5th Anniversary Celebration of the Eastside Community Center
- 3rd Annual Fore Eastside Golf Tournament
- Stewart Heights Skate Park

- Vans for Outdoor Recreation
- Senior Programs
- Late Night

Katrinka Mannelly, President of the Fort Nisqually Foundation was introduced. Ms. Mannelly commented that goals for the next year include: build the Fort Foundation Board, prepare for a Capital Campaign and increase Foundation productivity and professionalism.

Ms. Moore commented on some highlights from 2022 Conservatory Foundation and grand reopening including:

- providing support for new programming that included BIPOC artists and entrepreneurs
- Over 800 visitors on opening day
- Unveiling of the new vivarium
- Record number of visitors following the reopening
- Memberships up and preparing for a big renewal push as the 1-year anniversary of the reopening approaches

In 2023 the Conservatory Foundation is planning to:

- Focus on board development to grow our team
- Maximize the Summer months for community events and member engagement
- Offer stronger support to Tyra and her team for future programming
- Brainstorm new ideas for fundraising and communications to increase memberships and membership renewals

Teri Moore then recognized her staff Hannah Fields and Quinn Bartholomew and Tacoma Parks Foundation Board Member Alicia Lawver who was present at the meeting.

Ms. Moore commented that trends in fundraising include anything related to homelessness, and capital projects.

REGULAR MEETING

The regular meeting of the Metropolitan Park District Board of Park Commissioners was called to order by President Smith at 6:00p.m. President Smith read a land acknowledgement.

Commissioner Reid moved to excuse Commissioner Ayala, seconded and passed unanimously.

SPECIAL PRESENTATIONS EMPLOYEE RETIREMENT RECOGNITION

Gavin Wuttken was honored by staff and the Board upon his retirement from Point Defiance Zoo & Aquarium after 18 years of service as the diving safety officer.

PRESIDENT'S REPORT

President Smith commented that she attended last Friday's JMAC meeting. She noted the agenda included a presentation from the Imagine Justice Program.

STANDING COMMITTEE AND COUNCIL REPORTS None

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Shon Sylvia commented on the following:

- Dash Point Park and Pier Community Meeting is being held at Norpoint on March 14th at 6pm
- Staff has heard community concerns regarding public process, environmental impacts, loss of public space, parking, traffic and other neighborhood impacts related to proposed Stanley Playfield renovations. Mr. Sylvia commented that MPT is committed to hearing all voices. He noted a community meeting is planned for this Thursday at 3pm at People's Center.
- STAR Center Kids Night Out, March 17th at 6pm
- Norpoint Teen Center activities are starting this Wednesday from 3-5pm
- State House and Senate budget proposals expected to be out 4-5 days after March 20th.
- Mayor Woodards' State of the City address is this Thursday, March 16th at 6pm at Mt. Tahoma HS
- This Friday, March 17th at 3pm there will be a DNR Press conference at Dickman Mill Park related to the State funded clean up, President Smith will be attending.

COMMUNITY COMMENTS

The following individuals submitted written comments related to their concerns about the proposed planned improvements to Stanley Playfield: Katie Marler, Hannah Parker, Lynda Foster, James Harper, Tiffani Reyes.

Curt Mehlhaff commented that if there was a quorum of Board members at the recent Advisory Council annual meeting proper noticing was necessary.

Sarah Holm spoke about her concerns about the Stanley Playfield improvements noting lack of community process & information, and the negative environmental impacts of the proposed changes.

Ariane Chenard commented that she is concerned about the proposed Stanley Playfield Project, noting that more ball fields are not needed at this time in the neighborhood to serve the current neighbors and students. Ms. Chenard commented she is also concerned about traffic safety issues and environmental issues caused by artificial turf.

Josh Stovall commented about his frustration about the lack of opportunities for community engagement and public input in the Stanley Playfield project. He urged the Board to elevate community voice and be mindful of community input.

Abigail Potter commented that she attended the March 1st community meeting for Stanley Playfield. Ms. Potter commented that the Districts field study does not recommend the ball fields

in this area of town. She noted that stakeholder input from current park users is lacking and should be a focus moving forward.

Rebecca Vitsmun commented that she's concerned about the loss of large green space if Stanley Playfield is converted to ball fields. Ms. Vitsmun spoke of the environmental benefits of large green spaces. Ms. Vitsmun commented on the studies centered around health-related concerns attributed to artificial turf.

Amy Igama commented on her concerns on the proposed Stanley Playfield improvements. She commented on how her family uses the playfield and the importance of teaching kids the value of taking care of the environment and open spaces. Ms. Igama commented that public process was lacking in this project.

Katie Marler thanked the Board for listening to the community voices tonight. Ms. Marler commented the square footage being proposed for Stanley Elementary field is not large enough and transforming it to ball fields will be a huge loss. Ms. Marler commented about her concerns related to the fact that artificial turf is not environmentally friendly.

Lee Wong spoke about her family's use of the Stanley Playfield. Ms. Wong spoke about the values and mission as stated on the District Web page. She expressed the idea to address the need for creating a sense of place for the Hilltop Community.

President Smith thanked community members for attending tonight and stated there is a community meeting on the topic of the Stanley Playfield Plan this Thursday at People's Center at 3pm. Another evening meeting is currently being scheduled.

Shon Sylvia commented that TPS and MPT are committed to collaboratively working with the community on this project.

MINUTES OF THE FEBRUARY 27, 2023 REGULAR BOARD MEETING

Commissioner Pointer moved to adopt the minutes as presented; seconded by Commissioner Liang and passed on a vote of 4-0 (Commissioner Ayala being excused).

CONSENT AGENDA

RESOLUTION NO. C20-23: APPROVAL OF WARRANTS CLAIM FUND FOR FEBRUARY 2023

Commissioner Pointer moved to adopt the consent agenda as presented; seconded by Commissioner Liang and passed on a vote of 4-0 (Commissioner Ayala being excused).

PURCHASING RESOLUTIONS

RESOLUTION NO. P21-23: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. DELL MARKETING LP FOR LAPTOPS AND DESKTOP COMPUTERS IN AN AMOUNT NOT TO EXCEED \$147,000

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Liang.

Debbie Russell commented that these laptops and computers are being purchased from the State Contract for the Business Administration and Planning Department. Ms. Russell noted that most District computers are replaced on a 5-year cycle.

Being no additional comments, the question was called, and the resolution passed on a vote of 4-0 (Commissioner Ayala being excused).

SINGLE READING RESOLUTIONS None

RESOLUTION NO. R22-23: ACCEPTING & APPROPRIATING \$587,567.66 IN CONTRIBUTIONS FROM THE TACOMA PARKS FOUNDATION FOR MULTIPLE METRO PARKS PROJECTS AND PROGRAMS

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Liang.

Mark Knowlden commented on the partnership with the Tacoma Parks Foundation and the funds raised to support various projects and programs.

Mr. Knowlden spoke about how staff and the foundation work together to determine fundraising priorities.

Being no additional comments, the question was called, and the resolution passed on a vote of 4-0 (Commissioner Ayala being excused).

RESOLUTION NO. R23-23: ACCEPTING & APPROPRIATING \$18,287.50 IN FUNDS FROM THE W.W. SEYMOUR BOTANICAL CONSERVATORY FOUNDATION

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Liang.

Mark Knowlden commented on how well the Tacoma Parks Foundation supports the Conservatory Foundation.

Being no additional comments, the question was called, and the resolution passed on a vote of 4-0 (Commissioner Ayala being excused).

RESOLUTION NO. R24-23: DE-ACCESSIONING AND SURPLUSING ITEMS FROM THE FORT NISQUALLY COLLECTION

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Liang.

Mark Knowlden commented on the process of surplusizing historical artifacts. Jim Lauderdale noted that most of the items are being moved from the permanent collection into the living history collection at the Fort.

Commissioner Liang thanked staff for following policy in this process.

Mark Roberts commented that the vote should be postpend since all five commissioner are need to surplus items.

Commissioner Smith motioned to postpone the vote on this resolution until the next Board meeting; seconded by Commissioner Reid and passed unanimously.

PUBLIC WORKS PURCHASING RESOLUTIONS None

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS None

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS

Commissioner Reid thanked the community for attending and commenting.

Commissioner Pointer noted he appreciated the comments that were made tonight, and the comments were heard.

Commissioner Liang commented that he’s interested in more dialogue with the community about the Stanley Playfield and there is a need for rebuilding some trust with the community.

Commissioner Smith commented there will be a Committee of the Whole meeting on March 20th at 5:30pm.

ADJOURN

Being no further business, the meeting was adjourned at 7:15.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Tim Reid, Park Board Commissioner

FROM: Doug Andreassen, Advisory Council Chair

SUBJECT: Appointing a Member to the Business & Responsive Agency Advisory Council

DATE: March 21,2023

EXECUTIVE SUMMARY: One (1) application for membership was reviewed by the Business & Responsive Agency Advisory Council board liaison, staff, and the council. It is the recommendation of the entire council that the Board of Park Commissioners appoint the (1) candidate to a first term. A copy of the candidates' application is attached.

BACKGROUND: The Board of Park Commissioners adopted RR20-14 to redefine citizen advisory councils' roles to be better align with the District's four mission-driven areas. The District maintains these Councils in order to have citizen engagement in Park District functions and to foster a broad range of citizen input and expertise in strategic decision-making and policy-development. Citizen advisory councils are important vehicles for the implementation of the District's participation policy and are aligned with best practices in the industry.

The Business & Responsive Agency Advisory Council has reviewed the application submitted by **Mark Moore** and interviewed the candidate. It was determined that the candidate, Mark Moore has shown that they:

1. Have knowledge, interest and skills related to the Advisory Council Charter.
2. Have interests related to the parks, programs, and facilities operated by Metro Parks Tacoma.
3. Would make a good addition to the existing composition of the Council.
4. Are willing and able to commit to the Charter and goals of the Council.

After this appointment is made, the total number of the council will be eight members.

FISCAL IMPACT: None

ADDITIONAL INFORMATION: For additional information, please contact Debbie Russell, Director of Business, Administration and Planning, 253-305-1086 or debbie.russell@tacomaparks.com.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C26-23

**APPOINTING A MEMBER TO THE
BUSINESS & RESPONSIVE ADVISORY COUNCIL**

WHEREAS, Metro Parks Tacoma seeks to provide quality programs and services to all its customers and residents; and

WHEREAS, Metro Parks Tacoma wishes to utilize the input and expertise of a broad base of community members for guidance in the development of its programs and services; and

WHEREAS, the Board of Park Commissioners has established four Citizen Advisory Councils for the purpose of aiding the Board of Park Commissioners by assessing and recommending policy and program decisions that influence mission-led interest areas; and

WHEREAS, there are current vacancies on the advisory council; and

WHEREAS the applications and reappointment were reviewed by the chair of the council, staff and board liaison and the appointments and reappointment were recommended by the entire membership in order to sustain functional councils; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to appoint and reappoint the following citizens to serve on the Business & Responsive Agency Advisory Council.

Mark Moore, Term Expires on March 27, 2026.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a meeting held on _____, 2023.

ATTEST:

President

Secretary

Clerk

Mark Moore

Dashboard



Contact Information

Name: Mark Moore

Mobile:

Email:

History

This Year 0.00 Hours

Lifetime 0.00 Hours

Last Login Wednesday, January 04, 2023

Contact Information

Name Mark Moore

Username

Email Address

Cell Phone

Phone Preference

Twitter Username

Linkedin Profile URL

Instagram Username

Date of Birth

Region

Address



General Availability

	Mornings	Afternoons	Evenings	Nights
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Custom Fields

Custom Field	Value
About You	
Pronouns	he, him, his
Agreements and Acknowledgements	
I agree to the Volunteer Release and Waiver of Liability found in the information box to the right of this field.	Current: Pending: 1. I agree
Additional Questions	
I wish to serve on the following Advisory Council	Business & Responsive Agency
Why do you want to be part of this council?	I want to give back and contribute to a larger scope and breadth than I currently provide to my employer. Contributing to this council will provide an enriching experience, to the citizens of the Puget Sound that visit the parks and to my professional and personal development.
Occupation (If retired, please indicate former occupation)	Director of Information Security Operations
Current Employer (or state Retired)	WSECU
Education (Name of high school; college/university; year graduated/degree)	The Evergreen State College, B.S., 2006

Custom Field	Value
Please describe your interests and qualifications as related to this position	My occupational skills in finance, leadership roles, and commitment to impartial decision-making have molded
Please list any involvement in professional/community activities, including any current/past involvement with MPT programs	Mountaineers, trail development volunteer
References (Name/Address/Phone)	Nicole Windsor att Brown
Resume (Please upload your resume if available)	
What unique qualities or point of view can you bring to the council?	I have worked in community-based credit unions since 2016. My leadership experiences in fraud and information security provide unique perspectives and experiences on how money are transferred and allocated. I have budget development and executive leadership experience that have taught me strategy along with patience and an open mind. Most importantly, I know how to subordinate my ego to make difficult decisions.

Qualifications

No qualifications specified.

Background Checks

There are no background checks to display.

General Interests

No general interests selected.

Committees

Not a member of any committees.

Classifications

None Specified

Reports

Summary

Lifetime Hours 0.00

2023 Hours 0.00

First volunteered in 2023

Miscellaneous

Database User ID	8208346
Last Login Date	Wednesday, January 04, 2023
Group	This profile represents an individual.
Status	Applicant (Last Changed 1/4/2023)
Date Joined	1/4/2023 (Less than 1 year)
Application Form	1
Log Hours Permission	Organization Default (Can log hours without approval)
Timeclock Permission	Organization Default (Cannot log hours)

Communications

Personal Message

There is no personal message.

Email History

Showing the 1 most recent of 1 email records.

Date	Subject	From
1/4/2023	Advisory Councils - Welcome Message	Better Impact System

Note Log

No note log history to show



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business, Administration & Planning
Mark Knowlden, Interim Director of Parks & Recreation

SUBJECT: Purchasing Resolution

DATE: March 22, 2023

EXECUTIVE SUMMARY: The attached Purchasing Resolution seeks Board approval to enable the Executive Director to enter into the necessary agreements for the purchase and acquisition of the goods and services detailed in Exhibit A to the Resolution and in the supporting information below.

Proposed goods and services for purchase and/or acquisition:

<u>Item Number</u>	<u>Proposed Vendor</u>	<u>Proposed Purchase</u>	<u>Price (With Sales Tax)</u>
1.	Sitecrafting, Inc.	Website Upgrades & Improvements, Emergency Repairs, and Hosting	Increase current contract by \$130,000
2.	Titus Will	Fleet & Equipment	\$150,000

ITEM NO. 1

- **VENDOR** Sitecrafting, Inc.
- **GOODS OR SERVICE** Website Upgrades & Improvements, Emergency Repairs, and Hosting
- **PRICE** Increase existing contract by \$130,000
- **SOURCE OF FUNDING** P&R and BAP operating budgets
- **CONTACT** Debbie Russell at (253) 305-1086 or debbie.russell@tacomaparks.com

BACKGROUND: In 2018, MPT issued a Request for Proposal (RFP) to redesign and maintain specific Metro Parks websites; this two-year contract was awarded to Sitecrafting, Inc. and was executed through Personal Services Agreement #201826. The contract language allowed for (2) additional two-year contract extensions, over a six-year period. Note that the RFP specifically excluded work for ZEED from the scope of work, as ZEED was working with another vendor on the redesign of their websites for Zoo and NW Trek at the time.

Due to the need for upgrades and improvements after the initial redesign and launch of the current website, staff is requesting that an additional \$130,000.00 be added to the current agreement (#202107A) for 2023-2024. This will be the final amendment of this contract. Future work beyond 2024 for ongoing hosting and maintenance and changes will be re-bid through an RFP process.

FISCAL IMPACT: Funds for this purchase will come from the Parks & Recreation, and Business, Administration & Planning budgets.

ADDITIONAL INFORMATION: For additional information, contact Debbie Russell at 253-305-1086 or debbie.russell@tacomaparks.com

ITEM NO. 2

- **VENDOR** Titus-Will
- **GOODS OR SERVICE** Fleet & Equipment
- **PRICE** \$150,000
- **SOURCE OF FUNDING** General Fund Operating
- **CONTACT** Mark Knowlden at 253-255-2487 or mark.knowlden@tacomaparks.com

BACKGROUND: The Outdoor Adventure program has a 30-year history at Metro Parks Tacoma fostering a relationship with the natural world while teaching physical and emotional skills to the participants.

The Outdoor Adventures program provided 25 classes throughout 2022 and served 318 youth and adults. During an 8-week session, participants were able to get outside, exercise, and learn more about themselves and the environment. Classes included offerings such as Adult Snowshoeing, Family Sledding trips, Kayak classes, the Mountain Bike Club, and the ever-popular Outdoor Adventures Camp for kids. These classes fill up immediately after registration opens and always have a waiting list that we cannot accommodate. Additionally, the van is used during the school year in the Thrive Program at Hilltop Heritage Middle School and transports 100 students every week for their morning activities including kayaking at Point Defiance and geocaching around town.

In the summer of 2022, the Outdoor Adventures program traveled 3,600 miles to provide opportunities to bring youths to trailheads, campgrounds, boat launches, and climbing crags. The popularity of this program has led to spots being filled within minute of registration opening and a wait list for every offering. This program is 100% dependent on safe and reliable vehicles and the entire program is in jeopardy without the purchase of at least one (but preferably two) reliable vehicles.

FISCAL IMPACT: Funds for this purchase will come from the Office of the Executive Director and Fleet & Equipment budgets.

ADDITIONAL INFORMATION: For additional information, contact Mark Knowlden, Interim Director of Parks & Recreation at 253-255-2487 or mark.knowlden@tacomaparks.com.

METROPOLITAN PARK DISTRICT OF TACOMA

PURCHASING RESOLUTION NO. P27-23

**AUTHORIZING PURCHASE OF
GOODS AND SERVICES FOR METRO PARKS TACOMA**

WHEREAS, the Board of Park Commissioners have established policies governing the purchase of goods and services for Metro Parks Tacoma through the adoption of Resolution No. RR21-15, Authorizing Amendment of the Purchasing Policy for the Metropolitan Park District of Tacoma; and

WHEREAS, the Board of Park Commissioners through the adoption of Resolution No. R51-02, Adopting Board Policies and Procedures, authorized the use of a Purchasing Resolution for consolidation of all purchases seeking approval by the Board of Park Commissioners; and

WHEREAS, Metro Parks staff recommends the Board of Park Commissioners authorize the purchase of goods and services detailed below; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize the Executive Director to enter into the necessary agreements to purchase or acquire the following goods and services as detailed in Exhibit A to this resolution.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a meeting held on _____, 2023

ATTEST:

President

Secretary

Clerk

Exhibit A
to
Purchasing Resolution No. P27-23

ITEM No. 1

- **VENDOR** Sitecrafting, Inc.
- **GOODS OR SERVICE** Website Upgrades & Improvements, Emergency Repairs, and Hosting
- **PRICE** Increase not to exceed \$130,000
- **SOURCE OF FUNDING** Parks & Recreation, Business Administration & Planning
- **CONTACT** Debbie Russell at (253) 305-1086 or debbie.russell@tacomaparks.com

ITEM No. 2

- **VENDOR** Titus-Will
- **GOODS OR SERVICE** Fleet & Equipment
- **PRICE** \$150,000
- **SOURCE OF FUNDING** General Fund Operating
- **CONTACT** Mark Knowlden at (253)255-2487 or mark.knowlden@tacomaparks.com





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration and Planning

SUBJECT: **Point Defiance Marina Facility Major Renovations #J2015-12 WSP Contract Amendment 4 and 5**

DATE: March 22, 2023

EXECUTIVE SUMMARY: This resolution authorizes amendment 4 and 5 to the A&E contract for the Point Defiance Marina Facility Major Renovations to WSP for a total contract amount of \$323,466.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: This resolution was reviewed by the Capital Improvement Committee at their meeting on Wednesday, March 15, 2023, and forwarded on to the full Board with a recommendation for approval.

BACKGROUND: WSP (then named BergerAbam) was hired in 2016 under an RFQ process for Professional Services to complete a Facility Condition Assessment (FCA) Study and Facility Condition Assessment (FCA) Report (FCAR) for the Point Defiance Marina Complex. WSP (BergerAbam) is a non-MWBE engineering firm with a local office in Federal Way. Verbiage was contained within the original solicitation to provide for the hiring of the same consultant to proceed with design and construction phase services under a subsequent A/E contract. The March 1, 2016 Facility Condition Assessment Report (FCAR) evaluated the building's interior and exterior structural components, mechanical/electrical/plumbing (MEP) systems including the pier and piles, recommended corrective action for all violations and deficiencies, and prioritized capital repair projects at the Point Defiance Boathouse Complex. The buildings include: the Old Boathouse, which is comprised of the concrete structure (built 1921) and wood piling structure (built 1949), and the New Boathouse facility which includes the 2-story Boathouse, Tackle Shop, Anthony's restaurant and associated common pier areas completed in 1988.

Utilizing the 2026 FCAR, WSP was initially brought under a \$182,422 design contract to prepare construction documents for the most critical and urgent work. As design work progressed, specific permitting, funding and project sequencing needs became more apparent. As a result, the project was structured into two separate and distinct phases.

Phase 1 Construction: In water work required to replace missing and damaged pilings and structural connections under the Old Boathouse.

Phase 2 Construction: Updates to the new boathouse building, the tackle shop, and upgrades to the utilities under the complex. Work included re-decking the 2nd floor boathouse deck, replacing

existing boathouse entryways, siding replacement at the tackle shop, painting the facility, and upgrading utilities under the deck of all the buildings in the complex.

Design Contract Amendments 1-3: Design Contract Amendments 1-3 reflect the cost increase to the WSP contract to account for the two-phased construction and permitting approach. These amendments were below the board threshold and were approved administratively. Amendments 1-3 increased WSP’s original \$182,422 contract by \$44,235 for a new negotiated amount of \$226,657.

Amendment 1 – Company name change, no cost

Amendment 2 – Design services for fire protection system repairs

Amendment 3 - Design services for additional permitting requirements and construction support (environmental permitting, building permit application, additional repairs and coordination, lead abatement)

Design Contract Amendments 4-5: Construction of the building improvements encountered unforeseen building conditions. These conditions include discovered decomposition in existing building facades, concealed wood decay in main structural beams, compromised under-building utilities, and required modifications to the concrete decking based on the findings after demo of the existing concrete. To resolve these conditions required additional design work. Amendments 4 and 5 increase WSP’s contract an additional \$96,809 for a new negotiated not to exceed amount of \$323,466.

Amendment 4 - Additional construction support and consultant services for modifications, unforeseen complications and permitting associated with those work items noted above

Amendment 5 - Consultant services for the closeout of design and construction phase services

FISCAL IMPACT: The funds allocated to this project in the amount of \$3,423,820 for the Point Defiance Marina Complex Boathouse Building Utility and Facility Repairs are accounted for in three 2014 UTGO bond categories (Marina, Point Defiance Park, Districtwide), as well as the Point Defiance Marina Operating fund.

The following is a breakdown of the funding sources and project budget for the project in its entirety. The budget expense line identified as ‘Other’ consists of costs related to project delivery such as permits, printing, advertisement, inspections and other indirect project expenses.

Funding:

2014 UTGO Bond Funds (Point Defiance Marina)	\$1,397,957
2014 UTGO Bond Funds (Regional: Point Defiance Park)	\$1,300,000
General Fund (F349 District Wide)	\$750,000
Point Defiance Marina Operations	\$300,000
1 % for Art	-\$24,987
Total	\$3,722,970

Budget:

Planning & Design	\$323,466
Phase 1 Construction incl. tax: Pier Work (American Construction)	\$598,681
Phase 2 Construction incl. tax: Building Work (Westmark Construction)	\$2,590,575
Other	\$33,953

Construction Contingency	\$176,295
Total	\$3,722,970

ADDITIONAL INFORMATION: For additional information, please contact Debbie Russell,
Director of Business, Administration & Planning at 253.305.1086 or Debbie.russell@tacomaparks.com

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW28-23

**POINT DEFIANCE MARINA FACILITY MAJOR RENOVATIONS
RFQ #J2015-12 WSP CONTRACT AMENDMENT**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to renovate the Point Defiance Marina Facility; and

WHEREAS, WSP (then named BergerABAM) was selected to provide design, permitting and construction phase services from a review of ten (10) Statements of Qualifications (SOQs) that were obtained from qualified architect / engineer / landscape architect teams in response to Metro Parks public solicitation, with five (5) teams being interviewed; and

WHEREAS; a scope of services was developed with WSP (BergerABAM) to provide design services, permitting, construction documents and construction phase services for Point Defiance Marina Facility Major Renovations; and

WHEREAS, funds for the project are provided in the full amount of \$3,423,820; with a combination of funding from UTGO Bond Funds, District-wide General Fund and Point Defiance Marina Operating Fund; and

WHEREAS, Resolution No. PW13-19, signed by the Board of Park Commissioners of the Metropolitan Park District of Tacoma on January 28, 2019, awarded WSP an initial Architectural and Engineering Contract of \$182,422; and

WHEREAS, WSP Architectural and Engineering Contract Amendments 1-3, in the amount of \$44,235, were previously approved administratively for a revised contract total of \$226,657; and

WHEREAS, additional Architectural and Engineering Services were required during the construction phase in response to unforeseen conditions, requiring an increase of \$96,809 under Amendments 4 & 5 for a new total contract amount of \$323,466; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award WSP Amendments 4 & 5 in the amount of \$96,809 for Architectural and Engineering Services for the Point Defiance Marina Facility Renovations for a total contract amount of \$323,466.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2023.

President

ATTEST:

Secretary

Clerk



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Mark Knowlden, Interim Director of Parks & Recreation

SUBJECT: Accepting Request to Deaccession Items from Fort Nisqually Living History Museum's Permanent Collection

DATE: March 6, 2023

EXECUTIVE SUMMARY: This resolution authorizes staff to deaccession, and surplus select items from the Fort Nisqually Living History Museum Permanent Collection. While addressing necessary curatorial tasks, Metro Parks staff has identified artifacts no longer on display or appropriate for the correct interpretation of Fort Nisqually's history. Accordingly, staff have prepared a list of artifacts qualifying for deaccession from the permanent collection (Exhibit A). Once deaccessioned from the collection the items will be disposed of following guidelines outlined in Policy No: 200.005.

BACKGROUND: Per policy number 200.005 Fort Nisqually Collections collection items may be deaccessioned if approved by Board of Park Commissioners. The policy further states that consideration for the removal of objects from the Permanent Collection will be a joint effort by the site's staff, MPT administrators, the Historic Preservation Advisory Committee (now the Arts & Heritage Advisory Council) and if necessary, legal counsel. A listing of all potentially de-accessionable objects must appear before the MPT Board of Park Commissioners at a regular public meeting and meet with their approval.

An object may be removed from the site's collections if it is:

1. Determined to be a duplicate of lesser quality and surplus to current or projected needs within the permanent, living history or research collections.
2. Not relevant to the stated themes and purpose of the site.
3. Deteriorated and of an inferior quality.
4. Prohibitively expensive to restore, maintain warehouse, preserve and/or is otherwise impractical to retain.
5. Hazardous material that poses an immediate threat to the collections.

6. Unsolicited property of no redeeming quality for exhibit, living history, research or loan use.

Once the object is identified for removal it will undergo the following steps, insofar as it is practical to do so.

1. The manner of disposition chosen will be in the best interests of FNLHM, the public it serves, the public trust it represents in owning the collections, and the scholarly and educational communities it represents.

2. Primary consideration will be given to placing the objects through trade, sale, or gift in another tax-exempt public institution wherein they may serve a valid purpose in research, education, or exhibition.

3. A public auction of objects will take place only if all other avenues of removal have been explored, and in a manner that will best protect the interests, objectives and legal status of the site.

4. Objects will not be given or sold privately to MPT or FNLHM employees, volunteers, officers, members of the Board or their representatives.

5. Catalogs and other records of the site shall document the removal of objects from the collections and the condition of their disposal.

6. Objects that are broken, deteriorated or of other non-redeemable quality may be consigned to waste.

FISCAL IMPACT: Funds obtained from the disposal or sale of deaccessioned artifacts shall be used only for artifact acquisition and direct care of the collection.

ADDITIONAL INFORMATION: For additional information, please contact Joe Brady, Deputy Director of Regional Parks & Attractions at (253) 320-0655 or joeb@tacomaparks.com

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R24-23

**DE-ACCESSIONING AND SURPLUSING ITEMS FROM THE
FORT NISQUALLY COLLECTION**

WHEREAS, Metro Parks Tacoma operates an historic site at Fort Nisqually Living History Museum; and

WHEREAS, collections policy 200.005 was established by the Board of Park Commissioners (R79-81; amended R9-85; amended R76-16; amended R67-19) which allows for the appropriate removal (de-accessioning) of items for the museum collection; and

WHEREAS, the Fort Nisqually Curator has assessed the items no longer on display or appropriate for the correct interpretation of Fort Nisqually's history; and

WHEREAS, the attached list of items (Exhibit A) was deemed inappropriate for further retention in the Fort Nisqually collection; now, therefore, be it

RESOLVED that the Board of Park Commissioners of the Metropolitan Park District of Tacoma approve removal of the attached list of collection items (Exhibit A) from the Fort Nisqually permanent collection and disposal according to the standards of the museum profession and District Policy 200.005.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2023.

ATTEST:

President

Board Secretary

Clerk

Exhibit A



Fort Nisqually Living History Museum
Permanent Collection

DE-ACCESSION CONSIDERATION

General Information

DATE OF DE-ACCESSION PANEL 11/16/22

VOTING PANEL MEMBERS ARTS AND HERITAGE ADVISORY COUNCIL

OTHERS PRESENT CLAIRE KELLER-SCHOLZ, JIM LAUDERDALE, CAITLIN O'CONNELL

Description

Fort Nisqually's first Collection Policy was created in 1981 and updated in 1985. That policy was kept until 2014 and updated again in 2017 prior to Fort Nisqually becoming accredited through The American Alliance of Museums. With the most recent Collection Policy updates, Fort Nisqually has better defined the scope of the collection.

This list of potential items to be deaccessioned from the Fort Nisqually Permanent Collection were identified through the collection inventory process. Majority of the items were accessioned into the Permanent Collection during the 1970s and 80s, prior to the creation of a Collection Policy and, presumably, the existence of the Living History Collection.

Deaccessioning is a healthy part of the collection management process. It ensures the museum's collection remains focused on its defined scope and resources are available for the care of the collection.

What are the conditions that merit de-accession consideration?

Per Fort Nisqually's Collection Policy, items may be deaccessioned from the Permanent Collection if they meet one of the following criteria:

1. Determined to be a duplicate of lesser quality and surplus to current or projected needs within the permanent, living history or research collections.
2. Not relevant to the stated themes and purpose of the site.
3. Deteriorated and of an inferior quality.
4. Prohibitively expensive to restore, maintain warehouse, preserve and/or is otherwise impractical to retain.

5. Hazardous material that poses an immediate threat to the collections.
6. Unsolicited property of no redeeming quality for exhibit, living history, research or loan use.

Staff Recommendation:

Curator of Collection, Caitlin O'Connell recommends deaccessioning the items on the attached list due to:

1. **Surplus to current needs within the Permanent Collection:** Many of the items recommended for deaccession are not of the quality of a Permanent Collection item, however these items are useful in the Fort Nisqually Living History Collection. These items would not be removed from the site, but rather, transferred to a more appropriate collection where they can best be utilized. Most items on the attached list fall into this category.
2. **Not relevant to the stated themes and purpose of the site:** These items are either of a time period outside the museum's scope of collection as defined by the Collection Policy, or they have been missing for over 5 years. Per the Collection Policy & Procedure, objects missing for more than 5 years should be deaccessioned.
3. **Deteriorated and of inferior quality:** Objects in this category are either deteriorated beyond repair, or reproductions used for living history purposes, and therefore, inappropriate for the Permanent Collection at Fort Nisqually Living History Museum.

Panel Recommendation:

At the November 16th, 2022 meeting of the Arts and Heritage Advisory Council, staff presented the application for deaccession and provided an overview of the proposed items.

The Advisory Council recommended a deaccession resolution be put forward to the Park Board.

Description	Deaccession Qualifier	Reason
Frying Pan	1	Inappropriate
Blankets	1	Inappropriate
Bronze Bell	1	Inappropriate
Anvil	1	Inappropriate
Swage	1	Inappropriate
Swage	1	Inappropriate
Fuller	1	Inappropriate
Swage	1	Inappropriate
Swage	1	Inappropriate
Fuller	1	Inappropriate
Fuller	1	Inappropriate
Fuller	1	Inappropriate
Fuller	1	Inappropriate
Punch, round	1	Inappropriate
Punch, round	1	Inappropriate
Swage	1	Inappropriate
Hammer	1	Inappropriate
Hammer	1	Inappropriate
Hammer	1	Inappropriate
Chisel	1	Inappropriate
Bellows	1	Inappropriate
Swage	1	Inappropriate
Swage	1	Inappropriate
Swage	1	Inappropriate
Swage	1	Inappropriate
Swage	1	Inappropriate
Fuller	1	Inappropriate
Fuller	1	Inappropriate
Fuller	1	Inappropriate
Chisel	1	Inappropriate
Chisel	1	Inappropriate
Punch, round	1	Inappropriate
Punch, round	1	Inappropriate
Punch, round	1	Inappropriate

Punch, round	1	Inappropriate
Fork, bending	1	Inappropriate
Iron, Soldering	1	Inappropriate
Punch, Fore	1	Inappropriate
Anvil	1	Inappropriate
Vise	1	Inappropriate
Candlesnuffer and base	1	Surplus
Candlesnuffer and base	1	Surplus
Candlesnuffer	1	Surplus
Candlesnuffer	1	Surplus
Animal Trap	2	Inappropriate
Animal Trap	2	Inappropriate
Animal Trap	2	Inappropriate
Animal Trap	2	Inappropriate
Glove	2	Inappropriate Time Period
Framed Photo	2	Irrelevant
Book	2	Missing
Ladle	2	Missing
Hardy	2	Missing
Dresser	3	Deteriorated
Sofa	3	Deteriorated
Basket, Gathering	3	Deteriorated
Fireplace Crane	3	Inappropriate
Musket	3	Inappropriate
Musket	3	Inappropriate
Musket	3	Inappropriate
Table	3	Inappropriate
Trade Gun	3	Inappropriate
Pierce County Map	3	Inappropriate





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Andrea Smith, President Board of Park Commissioners

FROM: Mark Roberts, Metro Parks Tacoma Legal Counsel

SUBJECT: Performance Review and Update to Employment Agreement for the Executive Director

DATE: March 22, 2023

EXECUTIVE SUMMARY: The Board recently conducted its 2021-22 performance review for Executive Director Sylvia and collectively scored him as a High Performer in all areas. This resolution would amend the Executive Director's Employment Agreement to increase his annual salary to \$254,000.00 inclusive of the cost of living adjustment (COLA) and an additional \$200 per month towards his current car allowance.

BACKGROUND: Mr. Sylvia has served in various capacities at Metro Parks for over 25 years. In January 2017, the Board of Park Commissioners appointed Mr. Sylvia as the Executive Director of the District.

The Board recently conducted Mr. Sylvia's 2021-22 performance review and collectively scored him as a High Performer. Based on Mr. Sylvia's performance, the Board of Park Commissioners determined that a compensation adjustment is warranted. The Board of Park Commissioners acknowledged that Mr. Sylvia has continued to show outstanding leadership, direction, and vision to Metro Parks' staff and the community, particularly post pandemic. The following are a few examples of his successful accomplishments in 2021-22:

- Restructured the agency with a focus on organizational and leadership development to support a positive work environment
- Successful passage of the 2021 Park's Maintenance & Operating Levy
- \$3 million contributed through our five supporting foundations to leverage important District initiatives in 2021 and 2022; partnered with TPS to coordinate distribution of a \$12 million philanthropic gift (\$1.2m for 10 years) to support youth in the Beyond the Bell program
- Recalibrated and adjusted program delivery and levels of service to better meet the District's equity initiative and criteria
- Joined with Pierce County Parks as they established a broader network of Specialized Recreation partners to serve adults with disabilities
- Renovated, improved and invested in park infrastructure and capital development, which included but is not limited to: Dickman Mill Park and the renovation and display of its historic head saw; Points Northeast Historical Society restoring Browns Point Lighthouse; W.W.

Seymour Botanical Conservatory improvements; Owen Beach in partnership with Puyallup Tribe and TPS; and Swan Creek Park's Lister Uplands

- Removed financial barriers by eliminating membership fees for youth 18 and under at all community centers and provided free zoo field trips to students from low-income Tacoma elementary schools
- Improved outreach, engagement and access through facilitated listening sessions with MPT neighbors, park users, and cultural partners and diverse participants to improve how MPT delivers services and to amplify the voices of those historically unheard during the decision-making processes
- Released hundreds of endangered northern leopard frogs back into the wild in partnership with WA Department of Fish and Wildlife, US Fish and Wildlife Service, OR Zoo, and WA State University
- Planted 283 trees to support the health and expansion of the community tree canopy
- Supported volunteers who donated almost 8,000 hours of care for our forests, streams, public shorelines and greenspaces which exceeded well in excess of a quarter-million dollars
- Created and adopted a \$255 Million operating and capital biennium budget for 2023-24, while prioritizing, engaging, and amplifying the voices of those in underrepresented communities

Executive Director Sylvia's most significant contribution is his overall leadership of an organization that consistently provides a comprehensive, efficient and quality system and program of parks, recreation and zoological facilities and services for the community and the region. The Board considers Executive Director Shon Sylvia a significant and valued asset to this community and to the continued success of Metro Parks Tacoma.

The Park Board has proposed increasing Executive Director Shon Sylvia's base compensation, including COLA, to \$254,000 which is competitive with other public sector CEOs in Tacoma-Pierce County. The Board has also proposed an additional \$200 per month car allowance as a performance-based increase total compensation, not to exceed \$10,200 a year.

FISCAL IMPACT: This resolution will increase the Executive Director's current base compensation by approximately 5% beginning March 1, 2023. The proposed increase to the Executive Director's annual compensation will be supported through the existing 2023-24 biennium budget.

ADDITIONAL INFORMATION: If you have any questions prior to the board meeting, please contact Mark Roberts at 253-858-8606.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R29-23

**PERFORMANCE REVIEW AND UPDATE TO EMPLOYMENT AGREEMENT
FOR THE EXECUTIVE DIRECTOR**

WHEREAS, the Board of Park Commissioners reviewed the performance of Executive Director Shon Sylvia for the 2021-2022 biennial; and

WHEREAS, under Executive Director Sylvia's leadership, Metro Parks Tacoma (MPT) had a variety of accomplishments, including the restructuring of the organization, its internal business units, staff's duties, and revising administrative systems to improve the District's efficiency and to position the District for the post COVID future; and

WHEREAS, the Executive Director developed and implemented a financial strategy to sustain the District, to include but not limited to, the successful passage of the November 2022 Parks & Operations Levy (which received a 63% approval vote); coordinated over \$5 million in federal, state, county and city dollars to support afterschool programs that serve children and help parents get back to work; partnered with Tacoma Public Schools to coordinate distribution of a \$12 million philanthropic gift (\$1.2 million annually for the next 10 years) to support the Beyond the Bell program for youth; and

WHEREAS, the Executive Director supported the Joint Municipal Action Committee (consisting of MPT, Tacoma Public Schools (TPS), City Of Tacoma, Pierce County, Pierce Transit, Tacoma Pierce County Health Department, Port of Tacoma & Puyallup Tribe) to re-establish this governmental alliance and its vision to better align public sector policies, collaborative work plan initiatives, leverage government resources and to create a joint legislative agenda to better support MPT and the residents of Tacoma-Pierce County; and

WHEREAS, in 2021 and 2022 the Executive Director and staff focused on expanding public outreach, engagement and access by working with the Trust for Public Lands to ensure residents are within a 10-minute walk to a park; provided McKinney Vento Camps to support unhoused youth with hybrid learning; removed financial barriers by eliminating membership fees for youth 18 and under at all community centers; facilitated listening sessions with MPT's neighbors, park users, cultural partners and communities of color; and

WHEREAS, the Executive Director worked with staff to renovate, improve and invest in park infrastructure and capital development, included but not limited to: Dickman Mill Park and the renovation and display of its historic head saw; Points Northeast Historical Society restoring Browns Point Lighthouse; W.W. Seymour Botanical Conservatory improvements; Owen Beach in partnership with the Puyallup Tribe and TPS; and Swan Creek Park's Lister Uplands; and

WHEREAS, under the Executive Director's guidance in 2022, Metro Parks created and adopted a \$255 Million operating and capital biennium budget for 2023-24, while prioritizing,

engaging, and amplifying the voices of underrepresented communities who historically go unheard in Tacoma; and

WHEREAS, Executive Director Sylvia has been consistently ranked as a High Performer from the Board of Park Commissioners on his annual reviews and the organization continues to provide outstanding day-to-day service to the Tacoma residents and park users; and

WHEREAS, Shon Sylvia's performance as Executive Director warrants recognition and an increase in compensation for his outstanding performance and accomplishments in 2021 and 2022 and scope of responsibility as the Chief Executive Officer of Metro Parks; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to amend the Executive Director's Employment Agreement to provide an increase to the Executive Director's annual salary to \$254,000.00 inclusive of the COLA and a \$200 a month car allowance increase effective March 1, 2023; and

FURTHER RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the Board President is authorized to negotiate terms, make any necessary amendments, and sign the Executive Director's Employment Agreement.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2023.

ATTEST:

President

Secretary

Clerk